

NOTE: These minutes are subject to review and modification by the ACSWMD Executive Board at its next regular meeting.

**ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT
EXECUTIVE BOARD MEETING MINUTES**

April 2, 2025, 4:30 PM

Office Conference Room, 1223 Rt. 7 South, Middlebury, VT 05753

And Virtual Meeting on ZOOM

1. CALL TO ORDER – Cheryl Brinkman (CB), Board of Supervisors (BOS) Chair, called the meeting of the Executive Board (E.Bd) to order at 4:30 PM. Other E.Bd members present in person: Deb Gaynor (DG). E.Bd members on Zoom: Bill Munoff (BM), Tim Wickland (TW), Dave Olson (DO), and Rhonda Williams (RW). Staff present: Don Maglienti (Don), District Mgr.; Drew Pettis (DP), Business Mgr.; and Shelly Edson (SE), Administrative Assistant/District Clerk. Public members attending: Richard McKerr.

2. APPROVE THE AGENDA –

Motion #1: TW moved to approve the agenda. BM seconded the motion.

VOTE: Yes – 5 (BM, DO, DG, CB, TW). No – 0. Abstain – 0.

3. APPROVE MINUTES OF MARCH 12, 2025 MEETING –

Motion #2: DG moved to approve the minutes of March 12, 2025. BM seconded the motion.

VOTE: Yes – 5 (BM, DO, DG, CB, TW). No – 0. Abstain – 0.

4. PUBLIC COMMENT PERIOD – The Chair opened the public comment period.

5. MANAGER REPORTS –

a. Personnel – nothing to report.

b. Health & Safety – Don reported on two minor accidents at the District Transfer Station during the month of March. One accident can be attributed to equipment malfunction (forklift). Staff have addressed the equipment failure and are in process of scheduling safety re-training. The other accident was related to the scrap metal area where a customer vehicle was impacted. Staff is reviewing safety procedures to reduce potential future incidents.

c. General Updates – Legislative Updates – Don reported on the status of H.319, which was passed by the House in March. The current version of the bill does not include a previous attempt to remove paint related products from the VT HHW Extended Producer Responsibility (EPR) Law in order to fold them into the existing Paint Products Stewardship Program. Don also mentioned that another bill has been introduced that attempts to transition VT's bottle bill law into an EPR program. Don mentioned that progress has been made toward increasing funding through the Agency of Agriculture for pesticide disposal.

6. FINANCIAL REPORTS –

a. February 2025 Financial Report – DP presented the February 2025 financials showing a net loss of (\$50,760) for the month, with a YTD2025 net loss of (\$101,006) in the General Fund. The February 2025 MSW & C&D tonnage of 1,447 was 250 tons less than February 2024, and YTD2025's 3,217 tons were 223 tons less than YTD2024. The 2,346 transactions in February 2025 were 511 less than February 2024, and YTD2025's transactions were 312 less than YTD2024. The February 2025 single stream recyclables total of 313 tons received were 6 tons more than February 2024, and YTD2025's 671 tons were 9 tons more than YTD2024. In February 2025, 20 tons of tires were hauled, and YTD2025's 55 tons were 6 tons less than YTD2024. In February 2025, 0 tons of food waste were hauled to VNAP, and YTD2025's 7.66 tons hauled were 1.67 tons less than YTD2024.

b. February 2025 Single Stream Recycling Report – In February 2025, the Transfer Station delivered 273.03 tons of single stream recyclables to the Chittenden Solid Waste District (CSWD) Materials Recycling Facility (MRF) in Williston. Costs for hauling and recycling were \$34,023,

with revenues of \$40,079, for a pre-OH gross profit of \$6,056, and a YTD2025 pre-OH gross profit of \$6,943.

c. Update -2024 Financial Audit – The scheduled Draft Financial Statement date is currently April 7, 2025. The financial statements will most likely be presented at the May meetings.

d. Municipal Diversion Grant Applications – None received.

e. School Diversion Grant Applications – None received.

7. NEW BUSINESS -

a. New Haven Regional Residential Transfer Station and HHW Bldg. Update – Don and Shane Mullen from Weston & Sampson will meet with the New Haven Development Review Board on April 7th to present the plans for the new HHW facility. Shane has been invited to the April 10 Board meeting to provide an overview of progress to date on the New Haven facilities. Participation at the regional drop-off is still low. Staff plans to implement an ad campaign in the coming weeks to try to improve participation.

b. Establish Nominating Committee for Election of Officers, Executive Board – The Nominating Committee received no additional nominations for the Chair, Vice Chair, or Executive Board positions. Don will prepare the slate of officers for 2025-2026 to be voted on at the April 10 meeting.

c. Legal Counsel List for 2025-2026 – A list of attorneys to be consulted by the Board for various issues was reviewed and will be sent to the Board for approval at the meeting next week.

d. Board/Executive Board Meeting Dates for 2025-2026 – A proposed meeting schedule was reviewed and will be sent to the Board for approval at the meeting next week.

8. EXECUTIVE SESSION – None needed.

9. AGENDA ITEMS FOR APRIL 10th BOARD OF SUPERVISORS MEETING – Agenda items will include Board elections, a summary of Board roles and responsibilities, Board meeting schedule, legal representation, and an overview of progress to date for the New Haven facilities.

10. OTHER BUSINESS – None.

11. APPROVAL OF PAYMENTS – Summary of Paid February 2025 Invoices –

Motion #3: TW moved to accept the Chair's approval of the February 2025 invoices. DG seconded the motion.

VOTE: Yes – 6 (BM, DO, DG, CB, RW, TW). No – 0. Abstain – 0.

12. ADJOURN –

Motion #4: BM moved to adjourn the meeting at 5:33 p.m. DO seconded the motion.

VOTE: Yes – 6 (BM, DO, DG, CB, RW, TW). No – 0. Abstain – 0.

I agree that this is an original of the April 2, 2025 minutes that were considered and approved by the E.Bd at its meeting of _____.

Shelly Edson, District Clerk